

Information Technology Resource Management Council (ITRMC)
Access Idaho Steering Committee

Meeting Minutes
(Approved by Committee March 20, 2003)

August 1, 2002

The Access Idaho Steering Committee monthly meeting was held on Thursday, August 1, 2002, from 1:35 to 2:40 p.m., in the East Conference Room of the Joe R. Williams Building, Boise, ID.

CALL TO ORDER, WELCOME

Chairman **Bill Farnsworth**, who welcomed members and others in attendance, called the meeting to order.

ATTENDANCE

Members Present:

Bill Farnsworth, ITRMC Staff
Susan Simmons, Idaho Transportation Dept.
Scott Somerhalder, Access Idaho
Rob Spofford, Department of Water Resources

Absent Members:

Chuck Goodenough, Secretary of State's Office
Mark Little, Division of Purchasing
John McAllister, Department of Labor

Others Present:

Jon Eckerle, Department of Administration
Emily Gales, ITRMC Staff
Jeff Walker, Access Idaho

REPORT FROM ACCESS IDAHO

(Refer to handout: <http://www2.state.id.us/itrmc/committees/accessidaho/jun02gmreport.pdf>.)

Scott Somerhalder, Access Idaho, reviewed the Access Idaho **General Manager's (GM) Report**.

REVIEW OF SERVICE LEVEL AGREEMENTS

Chairman Farnsworth mentioned that the Department of Administration's Deputy Attorney General had approved all three service level agreements up for approval.

Idaho State Board of Education Service Level Agreement (SLA)

MOTION: Farnsworth moved and Spofford seconded a motion to adopt the Idaho State Board of Education Service Level Agreement (SLA), contingent upon no other changes being made by the agency, and the motion passed unanimously.

Department of Water Resources SLA

MOTION: Spofford moved and Farnsworth seconded a motion to adopt the Idaho Department of Water Resources Service Level Agreement (SLA), and the motion passed unanimously.

Idaho Board of Veterinary Medicine SLA

MOTION: Spofford moved and Farnsworth seconded a motion to adopt the Idaho Board of Veterinary Medicine Service Level Agreement (SLA), and the motion passed unanimously.

DISCUSSION:

Members requested Access Idaho review a financial report with them on a quarterly basis.

Somerhalder mentioned the Portal contract with the State would expire on December 7, 2002. The issue of **contract renewal** would be discussed at the next meeting of the Committee.

Agency options for **Web site and application development** were discussed.

NEW BUSINESS

Chairman Farnsworth advised **Bobbi Eckerle was the acting administrator for the Division of Purchasing**, and would be the Purchasing signatory for Access Idaho service level agreements until further notice.

It was mentioned that **National Information Consortium (NIC) states had established an e-mail list** for communication purposes. (NIC was Access Idaho's parent company.) So far, feedback and interaction was positive.

ADJOURNMENT

As there was no other new business to come before the Committee, Chairman Farnsworth thanked those in attendance and adjourned the meeting at 2:40 p.m. The next Access Idaho Steering Committee meeting was scheduled for Thursday, September 19, 2002, from 1:30 - 3:00 p.m. in the East Conference Room, JRW Building.

Respectfully submitted,

Emily Gales
ITRMC Assistant